

Summer 2017 Internship Catalog

Area of Focus	Location	General Description	What You'll Learn	Major(s) Required
Headquarters Construction	Nashville, TN	This intern will oversee the letting process for the June and August lettings, including projects of resurfacing, roadway, maintenance, structural, Road Safety Audits, and alternative delivery.	<ul style="list-style-type: none"> - Basic understanding of the letting process - Basic concepts of roadway, structural and paving design 	Civil Engineering
Regional Operations Construction	Newbern, Memphis, McKenzie, Arlington, Covington, Brownsville, Jackson, Nashville, Clarksville, Murfreesboro, Cookeville, Crossville, Tullahoma, Chattanooga, Cleveland, Maryville,	This intern will inspect various roadway construction activities on contracts. He/she will also perform Maintenance Quality Review inspection.	<ul style="list-style-type: none"> - Gain experience material testing concrete, stone and asphalt - Basic understanding of performance measures to grade roadways on a monthly basis - Identify ways to inspect construction jobs, calculate material quantities, read plans and communicate effectively with external customers 	Civil Engineering
Headquarters Right-of-Way	Nashville, TN	This intern will analyze Right-of-Way project costs in comparison to estimated project costs.	<ul style="list-style-type: none"> - Basic understanding of data acquisition, validation, analysis and summarization skills - Application of estimation techniques using historical, projected and calculated data 	Business
Headquarters Maintenance Division	Nashville, TN	This intern will review Asset Inventory Data using relevant databases (TRIMS, MMS). He/she will also generate and compare expenditures at the state, region, district and county levels.	<ul style="list-style-type: none"> - Federal laws that govern the Transportation Asset Management system - Use of TDOT databases used for Asset Management 	Civil Engineering

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Regional Operations Maintenance	Bethel Springs, TN	This intern will work on a widening project on State Route 128.	<ul style="list-style-type: none"> - Basic knowledge of roadway and bridge construction materials - Understanding of work zone establishment and safety procedures - Basic understanding of roadway construction plans 	Civil Engineering
	Cleveland, and Chattanooga, TN	This intern will estimate and inspect the quantities of material, number of man hours and required equipment on various projects.	<ul style="list-style-type: none"> - Roadway worker safety - Maintenance inspection - Estimating and planning 	Civil Engineering
Finance	Nashville, TN	This intern will assist in paying invoices in accordance with the Department of Finance and Administration guidelines. He/she will also monitor grant contracts, assist with stockroom inventory counts, and assist with damage claims to state property.	<ul style="list-style-type: none"> - Generally Accepted Accounting Principles for Internal Control Procedures - Development of Excel competencies - Written and oral communication with internal and external customers 	Finance or Accounting
Local Programs	Nashville, TN	This intern will administer grant projects at various stages of project development. He/she would have a project management role within the office.	<ul style="list-style-type: none"> - How to monitor regulatory requirements for transportation projects including: funding opportunities, transportation legislation and its effects upon programs and projects - Project management - Client Relations 	Any
Strategic Transportation Investments	Nashville, TN	This intern will complete Roadway Safety Audits, Bridge Transportation Improvement Reports, and various technical and feasibility studies.	<ul style="list-style-type: none"> - Basic use of MicroStation, ADAM, HCS+, and Synchro - Understanding of how to develop preliminary engineering layouts and cost estimates for projects under development 	Civil Engineering

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Regional Project Development	Knoxville, Rogersville, Nashville, Chattanooga, Jackson, Somerville, Johnson City, TN	Survey- This intern will perform land and geodetic surveys for roadway projects including safety, widening, new alignment, and bridge replacements.	<ul style="list-style-type: none"> - Basic understanding of 3-D Terrain Models for design activities - How to properly locate underground utilities with current technology (GPS RTK equipment, LiDar, Geopak, MicroStation) 	Civil Engineering or Land Surveying
	Nashville, Jackson, Knoxville, TN	Design- This intern will design State Route and Interstate resurfacing, safety, State Industrial Access, and bridge and approach projects.	<ul style="list-style-type: none"> - Understanding of roadway design, plans and estimates preparation and surveying - Basic knowledge of MicoStation and Geopak 	Civil Engineering
	Nashville, Jackson, Cookeville, Chattanooga, TN	Environment- This intern will identify ecological features such as impacts to streams and wetlands and locate the features with a GPS. He/she would also write water quality permit assessments and review NEPA documents.	<ul style="list-style-type: none"> - Identify and use the NEPA process and how it affects TDOT road and bridge projects. - Identify characteristics of topographic surface features - Work with Operations/Field and Facility personnel to advise and assist in compliance with RCRA and Clean Water Act mandates 	Civil Engineering, Environmental Sciences, Plant/Soil Sciences, Environmental Management, Wildlife/Fishery Biology, Geology, Geography, Biology, Ecology
	Nashville, Knoxville, TN	Right-of-Way- This intern will assist in coordinating with the Utilities Office or Technical Office on projects to review utilities relocation packages.	<ul style="list-style-type: none"> - Basic understanding of field review plans and calculations of utility estimates - Use of MicroStation, Excel and ArcGIS - Identifying plans reading through Federal and State Regulations 	Civil Engineering

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Regional Training	Jackson, TN	This intern will work on an online training tutorial to be loaded into the TDOT Online Learning Network.	<ul style="list-style-type: none"> - Creation of content and instructional materials. - Identify how to conduct formative and summative evaluations to identify areas of effectiveness in a tutorial 	Instructional Design, Adult Education, or Training and Development
Regional State Aid	Nashville, TN	This intern will work to develop road and bridge construction contracts with local government agencies using funds allocated by the Tennessee State Aid Program.	<ul style="list-style-type: none"> - Learn the steps involved within the construction contract development process - Familiarize themselves with the road and bridge construction concepts and process, including support documentation 	Civil Engineering
Regional Human Resources	Knoxville, TN	This intern will assist with the Human Resources office in basic administrative functions, data compilation and analysis. He/she will also prepare interviews and assist with on-boarding of new employees.	<ul style="list-style-type: none"> - Basic office administrative operations - Civil service rules and regulations - Human resources policies and procedures - General timekeeping including leave, attendance, and overtime 	Human Resources or Business Administration
Regional Bridge Inspection	Nashville, Chattanooga, Cookeville, Crossville, TN	This intern will complete detailed initial, regular and fracture critical bridge inspections of bridges, as well as complete inspections of overhead roadway signs.	<ul style="list-style-type: none"> - Techniques that are in compliance with the Federal Highway Administration guidelines - How to identify and record defects in concrete, steel and other materials - Basic understanding of the adequacy of waterway openings under structures, and to identify potential problems associated 	Civil Engineering

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Regional Traffic	Knoxville, Nashville, TN	<p>This intern will apply transportation engineering principles and techniques to improve the quality, operations and safety of Tennessee State roadways.</p>	<ul style="list-style-type: none">- Identify basic understandings of traffic engineering studies, traffic simulation, field data collection, sign and marking evaluations, and safety concerns- Analysis of cost benefits of methods to determine the most economic, ethical and environmentally efficient solutions	Civil Engineering
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